



# IMPORTANT

## ABOUT CONTINUING EDUCATION

*The following information is provided to answer questions and concerns about continuing education (C.E.) for MRT/LMRT recertification. Attached to this document you should find the following:*

\_\_\_\_\_current rules relating to the C.E. requirements for MRTs;

\_\_\_\_\_C.E. report form and C.E. exemption application;

\_\_\_\_\_a list of agencies and organizations recognized by the Texas Department of Health (TDH) to approve/recognize C.E. credits.

### 1. WHEN DOES CONTINUING EDUCATION BEGIN?

For those certified or reinstated in 1994, or thereafter, mandatory continuing education begins upon **FIRST** renewal. A C.E. report form will be sent with each renewal notice. Refer to MRT rule §143.11(a).

The beginning and ending dates for continuing education are stated in the renewal letters sent to you from TDH.

The dates for each C.E. period are the same as the dates for a renewal period. Another mandatory C.E. period follows the first, and on and on. Please memorize your C.E. dates.

### 2. HOW MANY HOURS ARE REQUIRED DURING EACH 2-YEAR RENEWAL PERIOD?

	<i>General Certificate</i>	<i>Limited Certificate</i>
TOTAL HOURS REQUIRED	24	12
Directly Related Hours ( <b>Minimum</b> )	12	6
*Indirectly Related & Non-Ionizing Radiation (Maximum)	12	6

\*No hours REQUIRED from these categories. Refer to MRT rule §143.11(b).

### 3. CAN I USE THE HOURS EARNED TO MEET THE ARRT'S C.E. REQUIREMENTS FOR THE TEXAS REQUIREMENTS?

Yes, at the time of renewal, a technologist may submit a copy of the current and active ARRT annual credential card, provided the technologist has completed a mandatory ARRT CE period not more than one year prior to the expiration date of the Texas MRT certificate, along with a statement that the hours completed for the ARRT renewal meet or exceed the Texas C.E. requirements, **including 12 hours directly related to radiologic technology (see #4) and including 12 hours which are instructor-directed.** Refer to MRT rule §143.11(a)(5) and (b).

#### **4. WHAT ARE THE DEFINITIONS OF DIRECTLY RELATED AND INDIRECTLY RELATED?**

\*Directly related - topics concerning the actual performance of a radiologic procedure on human beings for medical purposes using IONIZING radiation (includes contrast media and film processing topics, see rule §143.11(b)(1)).

\*Indirectly related - topics which are of benefit to the radiologic technologist, but not specifically about the performance of a radiologic procedure or about radiation safety and protection. For a complete definition, see rule §143.11(b)(3).

\*\*\*Activities which are indirectly related to radiologic technology:

☐ computer science      ☐ computer literacy      ☐ physics      ☐ behavioral sciences      ☐  
mathematics  
☐ communication skills      ☐ public speaking      ☐ technical writing      ☐ management      ☐  
administration  
☐ accounting      ☐ ethics      ☐ medical sciences      ☐ health sciences      ☐ patient care

Other courses may be accepted by the Department provided there is a demonstrated benefit to patient care.

#### **5. WHAT ARE THE RESPONSIBILITIES OF THE MRT OR LMRT?**

The technologist must select and participate in continuing education activities that meet the criteria for acceptable continuing education activities, as set out in the administrative rules §143.11. The technologist must pay all fees and expenses associated with attendance. A record (transcript or certificate) must be kept by the technologist.

#### **6. WILL THE CREDITS I'VE EARNED BEFORE THE BEGINNING DATE OF MY FIRST MANDATORY C.E. PERIOD COUNT?**

No, they will not be counted. Credits will be counted only during the C.E. period in which they are earned. Refer to rule §143.11(g).

#### **7. HOW IS THE TEXAS DEPARTMENT OF HEALTH NOTIFIED OF THE CREDITS I EARN?**

It is the responsibility of each MRT to report C.E. at the time of renewal on the report form provided by TDH. The report form must be completed and submitted with the renewal form and fee. Refer to rule §143.11(e).

DO NOT send certificates or other proof of attendance unless you are selected for audit.

DO NOT send the C.E. report form before you renew.

#### **8. WILL THE TEXAS DEPARTMENT OF HEALTH KEEP A RECORD OF THE CREDITS I HAVE EARNED?**

No, TDH will not keep a record as credits are earned. When a renewal is processed, the staff enters into the computer either a YES or NO as to whether the required C.E. credits have been reported. If less than the

required number of hours have been reported, or if credits are not reported in the correct categories, a 120-day extension is granted (see #16). Refer to rule §143.11(h)(1).

**9. I AM AN MRT WORKING IN A JOINT COMMISSION-ACCREDITED HOSPITAL. I'M EXEMPT FROM THE C.E. REQUIREMENTS, RIGHT?**

No. If the technologist is certified by TDH, C.E. is required in order to renew, no matter where the technologist performs procedures.

**10. WHAT WILL THE TEXAS DEPARTMENT OF HEALTH ACCEPT AS PROOF OF ATTENDANCE IN CONTINUING EDUCATION?**

Proof of attendance/completion should only be submitted if you are selected for audit or if it is requested by TDH. Appropriate proof may be in the form of an original certificate of attendance, official paid receipt and official agenda or program, letter from the sponsor, etc., and must include the following:

- |                                                                             |                                          |                                                                |
|-----------------------------------------------------------------------------|------------------------------------------|----------------------------------------------------------------|
| <input type="checkbox"/> name of technologist                               | <input type="checkbox"/> specific topics | <input type="checkbox"/> date of the activity                  |
| <input type="checkbox"/> number of credit hours                             | <input type="checkbox"/> sponsor's name  | <input type="checkbox"/> signature of sponsor's representative |
| <input type="checkbox"/> MRT's certificate number or social security number |                                          |                                                                |

Members of the state (TSRT) or national society (ASRT) who participate in the society's transcription service, may submit a transcript instead of an original certificate of attendance, receipt and program, etc. The Department may not accept all the hours reported on the transcript.

**11. DOES THE LECTURE, IN-SERVICE, ETC., NEED TO BE AT LEAST 60 MINUTES IN LENGTH TO COUNT AS ONE CONTACT HOUR OF CONTINUING EDUCATION CREDIT?**

No. For the purposes of continuing education, one clock hour is 50 consecutive minutes. One-half (2) hour is 30 to 49 consecutive minutes. Refer to rule §143.11(a)(9).

**12. I ATTENDED 3 COURSES THAT WERE 20 MINUTES IN LENGTH. CAN THESE BE COUNTED TOGETHER AS ONE HOUR?**

No. Minutes cannot be aggregated and converted to 2 hour or one hour equivalents. Each activity is considered separately for credit. Refer to rule §143.11(f)(2).

**13. HOW ARE SEMESTER HOUR ACADEMIC CREDITS CONVERTED TO CLOCK HOURS?**

To convert semester hours to clock hours, multiply the number of semester hours by 15. Refer to rule §143.11(f)(1).

NOTE: The "modular courses" offered by Midwestern State University are offered for semester hour credit, and are considered to be "instructor directed" for continuing education purposes.

#### 14. WHAT ACTIVITIES BESIDES LECTURES, CONFERENCES, AND WORKSHOPS CAN I ATTEND FOR CONTINUING EDUCATION CREDIT?

Activities must be at least 30 consecutive minutes each, and be: (refer to rule §143.11(c) and (d))

\_\_\_\_\_ Self-directed study approved by an agency or organization recognized by TDH to approve C.E. programs (limited to not more than 12 hours credit during each C.E. period); or

\_\_\_\_\_ Offered for semester hour or credit hour by an institution accredited by a regional accrediting organization; or

\_\_\_\_\_ Offered for C.E. credit by a federal, state or local government; or

\_\_\_\_\_ Offered for academic or C.E. credit by an institution accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT); or

\_\_\_\_\_ Successful completion or recertification in a cardiopulmonary resuscitation course, basic cardiac life support course (limited to not more than 3 hours credit during each C.E. period); or for an advanced cardiac life support course (limited to not more than 6 hours credit during each C.E. period); or

\_\_\_\_\_ Attendance and participation in service education, training or tumor conferences, offered or sponsored by Joint Commission on Accreditation of Healthcare Organizations (JACHO) accredited or Medicare certified hospitals. Education/training must be properly documented and related to the profession; or

\_\_\_\_\_ Teaching in an approved program, limited to 1 contact hour of credit for each hour of instruction per topic item once during each C.E. period, and limited to 5 hours of credit during each C.E. period; or

\_\_\_\_\_ Developing and publishing a manuscript related to radiologic technology, limited to 5 hours of credit during each C.E. period.

#### 15. CAN I GET CREDIT FOR TEACHING OR INSTRUCTING?

Yes, up to one hour per topic. Credit is limited to six hours per C.E. period. Refer to rule §143.11(d)(4).

#### 16. WHAT HAPPENS IF I DO NOT HAVE THE REQUIRED NUMBER OF CREDITS BY THE END OF A MANDATORY PERIOD?

An “extension” for one 120-day period may be borrowed from the next reporting period. The extension begins the day after the certificate expires. The extension cannot be extended or renewed. No exceptions. Refer to rule §143.11(h).

**EXAMPLE:** Jane D. has 19 credit hours at the end of the mandatory period. **If she postmarks her renewal application and renewal fee by the expiration date on her MRT identification card,** a 120-day extension is granted. A renewal card is issued which expires in 120 days.

Jane attends a one-day symposium for 6 credit hours on the 30th day of the 120-day extension. When Jane sends proof of this continuing education activity to TDH, a renewal card is issued for the remainder of the 2-year renewal period. The next mandatory continuing education period begins the day after the six (6) credit hours were completed. Her new

continuing education period is 23 months long rather than 2 years (24 months). The extension time is actually borrowed from the next reporting period.

\* **If the deficient number of hours is not completed and reported to TDH by the end of the extension, the certificate expires.**

\* **Extensions can only be granted to technologists whose renewal is postmarked on or before the certificate expiration date.**

## **17. WHAT IS NON-IONIZING RADIATION?**

Magnetic Resonance Imaging (MR or MRI), or Ultrasound (US), Sonography, Doppler and Laser imaging are examples of non-ionizing forms of radiation. Topics related to non-ionizing forms of radiation may not exceed 12 hours for the general certificate or 6 hours for the limited certificate. Refer to rule §143.11(b)(2).

## **18. WHAT ACTIVITIES WILL NOT BE ACCEPTABLE?**

For a complete definition, see rule §143.11(g):

- \*Activities which are not related to radiologic technology;
- \*Activities which are repeated during the renewal period;
- \*Self-directed study in excess of the limit (12 hours for the general certificate or 6 hours for the limited certificate);
- \*Self-directed study without a post-test;
- \*Courses not approved or offered by agencies/organizations listed on page 8, or offered by an accredited radiologic technology education program;
- \*In-services offered by facilities which are not JCAHO accredited or Medicare approved **HOSPITALS**;
- \*Activities completed before the mandatory continuing education period;
- \*Teaching, instructing or making presentations in excess of 5 contact hours per C.E. period;
- \*Activities relating to non-ionizing radiation which exceed the limit (12 hours for the general certificate or 6 hours for the limited certificate);
- \*Courses in excess of a **total** of 3 hours collectively, for CPR & BLS, or in excess of a **total** of 6 hours for ACLS during a C.E. period;
- \*Indirectly related activities in excess of the limit (12 hours for the general certificate or 6 hours for the limited certificate);
- \*Posters or exhibits presented by the technologist;
- \*Serving on committees or councils or as an officer in a professional association, society or other organization;
- \*Unpublished manuscripts;
- \*Published manuscripts in excess of 5 contact hours per C.E. period;
- \*Activities less than 30 minutes in length;
- \*Education incidental to the regular professional activities of an MRT or LMRT, such as learning from experience or research; and
- \*Activities that are an employment requirement or concerning specific institutional policies and procedures.

## **19. HOW CAN I FIND OUT ABOUT APPROVED CONTINUING EDUCATION PROGRAMS?**

Contact any college, university or other institution which is accredited by the Joint Review Committee on Education in Radiologic Technology who offer programs in radiography and radiation therapy technology or by the Joint Review Committee on Education in Nuclear Medicine Technology for information on courses for academic credits or continuing education offerings related to radiologic technology. Refer to rule §143.11(c). You may also contact the agencies listed on page 8 for information on current activities which they offer, present, approve or accept for continuing education.

Continuing education activities sponsored/offered by federal, state, and local government agencies, or sponsored/offered by JACHO-accredited or Medicare-certified hospitals do not need to be approved by these agencies.

## **20. WHY DOESN'T THE TEXAS DEPARTMENT OF HEALTH APPROVE OR SPONSOR CONTINUING EDUCATION PROGRAMS?**

TDH would need to hire a full-time employee or employees with expertise in adult education to execute such a project. The salary, employee benefits and overhead (rent, supplies, equipment) would cost in excess of \$50,000/year.

Renewal fees would increase and fees would be charged to cover the cost of approving or offering continuing education programs. These fees would be significantly greater than those charged by the agencies which are recognized to approve continuing education. There is no need to create more red tape when approval mechanisms are already in place and many courses/seminars are offered to radiologic technologists.

## **21. WHAT IS AN EXEMPTION? HOW CAN I QUALIFY FOR AN EXEMPTION?**

Exemptions from the C.E. requirements may be granted on a case-by-case basis if the technologist completes and forwards to TDH a sworn affidavit (attached) indicating (refer to rule §143.11(i)):

\_\_\_ Retirement status for the entire period for which the exemption is requested; OR

\_\_\_ The technologist is employed, but does not perform radiologic procedures for the entire renewal period; OR

\_\_\_ Reasons of health, which are certified by a licensed physician, that prevents compliance with C.E. requirements for entire renewal period; OR

\_\_\_ Circumstances existed which prevented compliance and the reason is acceptable to the department (Examples: "world class" hurricanes, floods and other disasters); OR

\_\_\_ Technologist was on active duty with the armed forces of the U.S. for the entire renewal period, so long as the technologist does not administer a radiologic procedure in a setting outside of the active duty responsibilities during the time on active duty; OR

\_\_\_ Successful completion of advanced level or entry level examination in another discipline of radiologic technology (IONIZING RADIATION ONLY) administered by or for ARRT or NMTCB.

**There is no exemption from having to pay the renewal fee. There is no "inactive status."**

## **22. WHAT IS AN AUDIT?**

At the time of renewal or at other times determined by the department, the department will select a random sample of technologists to verify compliance with the C.E. requirements. The technologists selected in the random sample shall submit at the time of renewal or within 30 days following notification from the department proof of attendance/participation for the courses/activities reported on the C.E. report forms filed at the time of renewal. For a complete definition, see rule §143.11(e)(1).

Failure to comply with the request, or failure to successfully complete the audit satisfactorily, will result in the Department proposing revocation of the technologist's certificate.

**23. THE STATE AND FEDERAL MAMMOGRAPHY QUALITY STANDARDS REQUIRE THAT MAMMOGRAPHERS COMPLETE CONTINUING EDUCATION. CAN THE CREDITS EARNED TO MEET THESE STANDARDS BE USED TOWARD MY CREDITS FOR MRT CERTIFICATION?**

Yes, as long as the activities have been approved by one of the agencies or organizations listed on page 8, or otherwise meets TDH standards (see #14).

**24. THE ARRT'S C.E. REQUIREMENTS CAN BE MET BY SUCCESSFUL COMPLETION OF ADDITIONAL CERTIFICATION EXAMINATIONS, INCLUDING THE AMERICAN REGISTRY FOR DIAGNOSTIC MEDICAL SONOGRAPHERS (ARDMS) AND THE MEDICAL DOSIMETRY CERTIFICATION BOARD (MDCB).**

TDH will grant 12 hours of C.E. credit for the ARDMS exam. The full **24 hours will not be granted** because sonography deals with non-ionizing radiation. Refer to rule §143.11(j).

**25. DOES "CATEGORY A" MEAN THAT A COURSE IS "DIRECTLY RELATED"?**

No. There is **NO** correlation between ARRT's Category A and Texas' "directly related" hours, or ARRT's Category B and Texas' "indirectly related" hours. ARRT's categories relate to approval status, not content. Texas' "categories" are related to content, not approval status.

The following are phone numbers of some CE providers that offer self-study. These are referrals and in no way represent an endorsement.

Scripps Memorial Hospital	1-800-523-1973
EduMed	1-800-338-6339 Home page: <a href="http://www.edumed.com">www.edumed.com</a>
AHEC	1-800-239-1361 Home page: <a href="http://www.ahec-inc.com">www.ahec-inc.com</a>
DANB (Dental topics only)	1-800-367-3262
MTMI	1-800-765-6864
Radiologic Ed'l. Services	1-800-966-0452
Gage Continuing Ed.	1-800-383-4445 Home page: <a href="http://www.gagece.com">www.gagece.com</a>
Health Ed. Institution	1-800-344-4292
ESI (Chicago, IL)	888-374-1112
ARC MESA Educators	1-800-597-6372

**LIST OF AGENCIES AND ORGANIZATIONS RECOGNIZED BY THE TEXAS DEPARTMENT OF  
HEALTH TO APPROVE/RECOGNIZE C.E. CREDITS**

American Society of Radiologic Technologists  
Executive Office  
15000 Central Avenue S.E.  
Albuquerque, NM 87123  
505/298-4500 or 800/444-2778

Texas Society of Radiologic Technologists  
806 Woodlawn  
Kilgore, TX 75662  
1-877/986-8818  
Fax # 903/986-8489

American Medical Association  
515 N. State Street  
Chicago, IL 60610  
312/464-5000  
(Category I Continuing Medical Education Only)

American Osteopathic Association  
142 East Ontario  
Chicago, IL 60611  
312/280-5800 or 800/621-1773  
(Category I Continuing Medical Education Only)

Society of Nuclear Medicine (Technologist Section)  
1850 Samuel Morse Drive  
Reston, VA 20190-5316  
703/708-9000

Society of Diagnostic Medical Sonographers  
12770 Coit Road, Suite 708  
Dallas, TX 75251  
972/239-7367

American Healthcare Radiology Administrators  
P.O. Box 334  
111 Boston Post Road, Ste. 215  
Sudbury, MA 01776  
Voice: 508/443-7591 or 800/334-2472  
Fax # 508/443-8046 or E-Mail: [ahra@worldstd.com](mailto:ahra@worldstd.com)

American Podiatric Medical Association  
9312 Old Georgetown Road  
Bethesda, MD 20814-9200  
301/571-9259

Texas Nurses Association  
7600 Burnet Road, Suite 440  
Austin, TX 78757-1292  
Fax# 512/452-0648  
(Accredited by the American Nurses Credentialing  
Center's Commission on Accreditation)

Dental Assisting National Board  
216 E. Ontario Street  
Chicago, IL 60611  
800/367-3262  
American Dental Hygienist Association  
444 N. Michigan Avenue, Suite 3400  
Chicago, IL 60611  
312/440-8900

American Dental Association  
211 East Chicago Avenue  
Chicago, IL 60611

TDH does not endorse or recommend any approval agencies or organizations or any specific programs. A referral to these agencies or organizations does not constitute endorsement or approval.

**QUESTIONS? Contact TDH. Phone (512)834-6617; Fax (512)834-6677 ATTENTION: MRT PROGRAM**



RETURN THIS FORM AT TIME OF RENEWAL ONLY

**Affidavit for Continuing Education Exemption  
by Medical Radiologic Technologist**

**I.** My name is \_\_\_\_\_, I am of sound mind, capable of making this affidavit, and personally acquainted with the facts stated herein. I hold State of Texas, Texas Department of Health, Medical Radiologic Technologist certificate #\_\_\_\_\_.

I have read the administrative rules §143.11(i) Exemptions, and am eligible for the exemption checked below. I understand that the Texas Department of Health may deny my request for an exemption in accordance with the rules §143.11(k). **I understand that supporting documentation must accompany this request and my renewal application and fee.**

- \_\_\_\_\_ (1) retirement - entire renewal period
- \_\_\_\_\_ (2) does not perform radiologic procedures - entire renewal period
- \_\_\_\_\_ (3) health reasons prevent compliance\* - entire renewal period
- \_\_\_\_\_ (4) other reason which prevents compliance\*
- \_\_\_\_\_ (5) military duty\*
- \_\_\_\_\_ (6) examination dealing with ionizing forms of radiation administration\*

\*Documentation MUST accompany this affidavit.

**II.** This form must be signed in the presence of a Notary Public.

\_\_\_\_\_  
Affiant's Signature

**III.** SUBSCRIBED AND SWORN TO BEFORE ME BY

\_\_\_\_\_ ON \_\_\_\_\_  
Affiant's Printed Name Month, Day and Year

\_\_\_\_\_  
Signature of Notary Public in and for the

State of \_\_\_\_\_

(Notary Seal)

\_\_\_\_\_  
Printed Name of Notary Public